

MEETING MINUTES
GROVE CITY STREET & DRAINAGE UNIT ADVISORY COMMITTEE
January 28, 2014 – Regular Meeting
2:00 p.m. – Building Construction Services Conference Room

Attendees: Ernie Ferguson, Patricia Samuels and Audrey Shinske

Absent: Carolyn Spradlin (excused)

County: Judith Nothdurft, Gregg O'Connor, and Sandy Wright

Guests: Sign-in sheet attached

Meeting was called to order at 2:00 p.m. A roll call was taken that established a quorum was present.

The minutes from October 16, 2013 were unanimously approved as amended.

Ms. Franks, a Zoning Technician from the Community Development Department was present to talk to the Committee regarding the requirements for holding an event at the Grove City Community Park. The "Small Business Expo" event is not an MSBU function and will not be discussed at MSBU meetings going forward.

Election of Officers –

1. Ms. Shinske nominated Ms. Samuels as Chair; Mr. Ferguson seconded the nomination. There were no other nominations and Ms. Samuels accepted the nomination.
2. Ms. Shinske nominated Mr. Ferguson as Vice Chair; Ms. Samuels seconded the nomination and Mr. Ferguson declined the nomination.
3. Ms. Samuels nominated Ms. Shinske as Vice Chair; Mr. Ferguson seconded the nomination. There were no other nominations and Ms. Shinske accepted the nomination.

Unfinished Business:

- Grove City Entrance Sign Relocation at Ann Dever Park - Ms. Shinske and Mr. Slade met and discussed the relocation. Mr. Slade is checking with Parks & Recreation of the Community Services Department before moving forward with the request. Ms. Nothdurft will follow up and report back.
- Solar Lighting for Welcome signs – Mr. O'Connor stated that there were three quotes received back that ranged from \$700 to \$33,000 for 4 lights. The Request for Quotes was for a wireless system with the solar panels not installed on the sign and with certain height requirements. There was extensive discussion regarding the types and options of lights. Mr. Donovan, Grove City resident, who is a retired electrical contractor and inspector volunteered to research and gather information and report his findings back to the Committee. Mr. Brooks from Facilities will review the information that Mr. Donovan puts together. If the cost for this work is under \$5000 it can be done with a purchase order.
- Walking Park Irrigation System – There is currently \$20,000 in the FY 2013/14 Budget for the well and irrigation system installation. There was discussion regarding separate contracts for the installation and one for maintenance of the irrigation system. Mr. O'Connor will write up the specifications and have them available for the Committee to review at the next meeting. The Committee requested to review the scope of work only and not the full contract.
- Landscape Maintenance Contract – Mr. O'Connor will rework the contract specifications during the summer so that it includes maintenance of the new irrigation system. It will be submitted at the proper time to assure there is no break in service. The new contract would go into effect on October 1, 2014.
- Grove City Waterway Ordinance – Ms. Nothdurft conveyed that the County Attorney's office said there appears to be no evidence that the few canals dedicated to the County were ever accepted by the County. Given that, the County at present has no authority to enter into the canals and dredge them. At this time, there is no point in forming an Advisory Committee since the committee cannot advise on dredging projects if the County cannot legally perform any dredging in the MSBU.

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Ms. Nothdurft also inquired how the Grove City citizens would go about getting the canals in Grove City “dedicated and accepted” by the County. The County Attorney’s office explained that they have never had a situation in a Waterway MSBU where the canals were not “dedicated to and accepted” by the County and must determine the best way to approach this. The question is: Can public funds be spent on legal costs for the dedication and acceptance process before assessing the MSBU. It is also necessary to survey the opinion of the owners of the canal property. The County Attorney’s office has a meeting this week regarding a similar situation and hopes to know more about how to handle the “dedication and acceptance” process in Grove City as a result of the meeting. Ms. Nothdurft will follow up and report back.

- Line and Grade – The south side of Florida Ave. where the vacant properties are located doesn’t drain properly. It was reported to M&O and put on the list to investigate after October 1, 2013. The Committee is requesting line and grades done on 1) Florida Ave from 10th Street east past 13th Street where the pavement ends, 2) 10th Street from San Casa to Oyster Creek, and 3) 11th Street between Florida and Massachusetts.
- Directional Sign at Placida & San Casa – Ms. Nothdurft handed out information from the Sign and Marking Department in response to the Committee’s request to move the directional sign, which was partially hidden by the electrical cabinet. The Directional sign will be moved to a better location. Sign and Marking suggested the sign be moved onto San Casa as it is a directional sign and requires more advanced notice for drivers. The Committee proposed a new location on Placida Rd. for the Directional Sign as marked on the map.
- Parking Signs for Walking Park - Ms. Nothdurft handed out information from the Sign and Marking Department in response to their request for Parking Signs for the Walking Park. There was extensive discussion on the placement of the requested parking signs The Committee identified their preferred locations on the map that was provided. Signs are requested to be installed at the following locations:
 1. Florida Ave. and Holly St. - location is ok as suggested by Sign & Marking
 2. Florida Ave. and Bourbon St. - a sign should be installed
 3. Wyoming Ave. and Holly St. - move from location shown on the map further west on Wyoming
 4. Wyoming Ave. and Bourbon St. - a sign should be installed
 5. Placida Rd. north of Wyoming Ave. - location is ok as suggested by Sign & Marking
 6. Placida Rd. and Florida Ave. - a sign should be installed

The Committee requested that the parking signs on Placida Rd. be two-sided. Ms. Nothdurft will give this information to Sign & Marking and request an updated map for the Committee to review at the next meeting. Signs will be designed and installed according to the law.

New Business:

- County Landscape/Beautification Committee – Mr. O’Connor stated that an informal committee was created by Commissioner Duffy and County Administration to address the beautification of 15 gateways and thoroughfares that lead into Charlotte County. The committee meets once a month and is not bound by the Sunshine Law. The Board of County Commissioners will vote on the locations to address first. Input that the Commissioners receive during public hearings will help them decide which to do first.
- Financial Reports – The Financial History/Year End Report for FY 2012/13 and Activity Report (10/1/13 -12/31/13) were distributed for review. The members asked what the charge of \$383 listed for Utility Svcs-Street Lights and the \$2,500 budgeted under Utility Svcs-Electric were for on the Year End Report. They also asked who requested the work on Robert St. and why as noted on page 1 of the Activity Report. The Committee questioned the small pipe repair on Kentucky St. on page 3 and if it would have an effect on the lack of drainage on 10th, 11th, 12th Streets and Florida Ave. Ms. Nothdurft will follow up and report back.

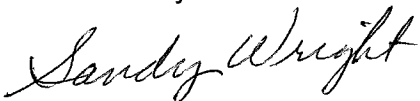
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- The Committee asked for a status on the retention pond at the back of the walking park. Mr. O'Connor conveyed that that problem was addressed by Pest Management and the Assistant County Engineer.
- The Committee requested a boundary map for Grove City; with the end of Winchester being put through, the Committee wants to know if it will have an effect on the boundaries. Ms. Nothdurft will forward the map that is on the Committee's web page to the members.

The next meeting was previously scheduled for Tuesday, March 18, 2014 at 2:00 p.m. in the Building Construction Services Conference Room.

The meeting adjourned at 4:08 p.m.

Submitted by:

A handwritten signature in cursive script that reads "Sandy Wright".

Sandy Wright
Public Works Department

**CHARLOTTE COUNTY
PUBLIC WORKS DIVISION
GROVE CITY S&D ADVISORY COMMITTEE
ATTENDANCE ROSTER**

MEETING DATE: Tuesday, January 28, 2014

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**INFORMATION SUPPLIED ON THIS FORM BECOMES
PUBLIC RECORD**

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